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ABSTRACT

Grant funding enabled the Adams County Public Library (ACPL) in Colorado to hire permanent staff; build collections of library materials for literacy students, tutors, and the general public; provide workbooks to students at no cost; and expand the scope and effectiveness of the literacy program by enabling the development of collections of nonprint (audio and videocassettes and computer software) instructional materials for those whose learning and teaching styles are more responsive to nonprint formats. Approximately 25,000 illiterate persons reside in Adams County; between 250 and 300 persons contacted the program during the grant period (September 1988-October 1989) and received detailed information about the ACPL Literacy Program or were referred to another area program. During the grant period, 127 new participants entered the program, 67 as tutors and 60 as students, and 44 continued their earlier participation. The program also recruited tutors for the Adams County Detention Center, held an awards ceremony, sent its coordinator to the state literacy rally, and replaced a stolen computer. (Appendixes include a comparison of proposed versus actual expenditures and program statistics.) (KC)

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PART I
GENERAL INFORMATION

Adams County Public Library
8992 North Washington
Thornton, Colorado
80229

prepared by Nancy K. Buchanan, Library Administrator
(303) 288-2001

Grant #R167A80122

December 28, 1989

AMOUNT OF GRANT : $ 14,796.00

ACTUAL EXPENDITURES : $ 13,868.00

Attachments :
- Part II (Narrative Report)
- Appendix A (Expenditure Comparison)
- Appendix B (ACPL Literacy Statistics)
- Budget Printouts

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PART II
NARRATIVE REPORT
Adams County Public Library (ACPL) Literacy Program
September, 1988 - October, 1989

IMPACT :

This federal funding has made it possible for the ACPL Literacy Program to : (1) hire permanent staff specifically for the pprogram; (2) build collections of library materials for both literacy students and tutors as well as the general public; (3) provide workbooks to students at no cost; and (4) expand the scope and effectiveness of the program by enabling the development of collections of non-print (audio and video cassettes and PC software) instructional materials for those whose learning and teaching styles are more responsive to non-print formats.

Approximately 25,000 illiterate and functionally illiterate residents of Adams County could potentially benefit from the ACPL Literacy Program. Between 250 and 300 persons personally contacted the program during the grant period and received detailed information about the ACPL Literacy Program or were referred to another area program. 127 persons were "new" participants in the program during the grant period - 67 as tutors and 60 as students - and 44 were continuing participants.

See Appendix B, "ACPL Literacy Statistics."

GOALS/ACCOMPLISHMENTS :
(The goals [TO] and objectives [BY] listed below are those set forth in the approved grant application.)

1.) TO retain the ACPL Literacy Program Coordinator, who is assuming many of the responsibilities which were being accomplished by the Literacy Assistant and other ACPL staff.

BY continuing the services of a part time Literacy Program Coordinator (20 hours per week) to assist the Literacy Assistant with tutor training

and to be responsible for the coordination and administration of the ACPL Literacy Program.

ACCOMPLISHMENT:

The position of Literacy Program Coordinator was continued and was funded from this grant. Because the Literacy Program Coordinator had now had one year's experience in the program, the responsibilities of this position were broadened to give him primary responsibility for all aspects of the ACPL Literacy Program. The Literacy Program Coordinator now coordinates volunteers and students, publicity, recruitment, workshops, meetings, community presentations and special events; performs clearinghouse functions; plans and presents tutor training; recommends and evaluates literacy materials purchases; and maintains records and statistics.

As a result, it has been possible to administer the program more efficiently and to expand and improve the direct literacy services provided by the ACPL Literacy Program. During the period of this grant:

(i) records and statistics were computerized. This has improved the ease and speed with which information can be recorded and retrieved; has enabled the Literacy Program Coordinator to devote more time to direct contact with program participants; and has made it possible for the Literacy Program Coordinator to keep a set of records at home and thus to complete business contacts with one phone call when calling program participants from home and during times which are more convenient for many of those participants.

(ii) a separate phone line/phone/answering machine for the ACPL Literacy Program was installed. This has reduced the number of phone calls which other staff must answer, has eliminated the need to relay

messages, and has given the ACPL Literacy Program its own identity.

(iii) the secondary roles of the Literacy Program Coordinator were eliminated, thus coordinating the majority of expertise related to, and the responsibility for, the program in one person.

2.) TO continue the recruitment of literacy students and volunteer tutors.

(a.) BY being a contact in Adams County for respondents to the Colorado Literacy Hotline and for those who respond to information about the ACPL Literacy Program from some other source (word-of-mouth, printed matter or media releases, for example).

ACCOMPLISHMENT:

The ACPL Literacy Program Coordinator personally responds to all persons who contact the ACPL Literacy Program to determine their needs and to enroll them in the ACPL program or make other appropriate referral. Contacts are usually referred from the Colorado Literacy Hotline or are responding to specific information about the ACPL Literacy Program or are inquiring about library sponsored adult literacy programs in general.

(b.) BY using print and non-print media to inform the public about the ACPL Literacy Program and about other literacy programs in Adams County (flyers, the use of the video "Insight...," PSAs on radio, etc.).

ACCOMPLISHMENT:

During the timeframe of this grant, the following informational materials were prepared and/or distributed:

1.) in print format : flyers giving brief and general information about the ACPL Literacy Program and contact information; "READ" cards, sponsored by IBM, which provide the Colorado Literacy Hotline phone number; articles in the ACPL newsletter providing

information about the ACPL Literacy Program; branch literacy posters, which are updated regularly with information about upcoming tutor training sessions; information on community bulletin boards on local cable stations; articles in several local papers giving basic information about the program from the perspective of participants

2.) in non-print format : an interview on a local radio program; a one-half hour special for a local cable network

(c.) BY personally contacting the personnel of Adams County social services agencies which might deal with illiterate adults and of Adams County school districts, as well as by making presentations to community groups.

ACCOMPLISHMENT:

Several presentations were given to community groups during the timeframe of this grant to encourage Adams County residents to volunteer their services as tutors. Existing contacts with school districts and other agencies were maintained.

3.) TO follow up on all contacts and referrals to the ACPL Literacy Program.

(a.) BY personally contacting each person who contacts the ACPL regarding literacy, either as a potential tutor or student, within one week of his/her initial contact.

ACCOMPLISHMENT:

Contact is made within one day of initial contact : The Literacy Program Coordinator has regularly scheduled office hours 3 hours per afternoon, Monday - Friday. Initial contacts made during these office hours are, obviously, handled immediately. Responses to contacts made

via the ACPL Literacy Program answering machine are made within one day and the Literacy Program Coordinator does a large amount of telephone contact from his home in the evenings and on weekends.

(b.) BY giving potential tutors information about tutor training and/or registering them for tutor training, as pertinent.

ACCOMPLISHMENT:

During the timeframe of this grant, intial contacts were received from approximately 10-11 prospective tutors each month. 67 of these contacts were ultimately trained in the ACPL Literacy Program; a few of these initial contacts were referred to another program because it was closer to their home or for some other reason.

(c.) BY obtaining special information about personal needs from potential students (current reading skills, special needs or interests, logistical information related to times, dates, most convenient place for tutoring sessions) and informing them about when, and how, they can expect to be matched with a tutor.

ACCOMPLISHMENT:

During the timeframe of this grant, intial contacts were received from approximately 12-13 prospective students, per month. The Literacy Program Coordinator is the student's sole contact until he/she is matched with a tutor. 82 of these potential students were matched with tutors and approximately 15 were referred to other, more suitable, programs.

d.) BY providing additional follow up, as necessary.

ACCOMPLISHMENT:

The Literacy Program Coordinator makes himself accessible to program participants during many more than his scheduled office hours. [See above, 3, a.]

During the timeframe of this grant, the Literacy Program Coordinator made approximately 150 - 175 telephone contacts with prospective and existing students and tutors, every month. In addition, a quarterly newsletter, which is sent to about 100 program participants, was instigated. This newsletter keeps program participants linked with both the program and each other, and provides up-to-date information about the ACPL Literacy Program, PLUS activities and general literacy issues.

4.) TO continue training volunteer tutors.

(a.) BY holding at least 9 basic tutor training sessions (reading levels 1 and 2) and training 75-100 new volunteer literacy tutors at this level.

ACCOMPLISHMENT:

10 basic tutor training sessions were held (one each month except July and December) and 67 tutors were trained in the Laubach method at reading levels 1 and 2.

(b.) BY holding 4-6 "mini-workshops" so that at least 30% of the tutors can progress with their student beyond initial levels of instruction and/or address their student's special needs in specific subject areas. AND,

(c.) BY holding 1-2 general tutor meetings to give tutors an opportunity to discuss teaching techniques and problems and to share information.

ACCOMPLISHMENT:

A total of 29 tutors (35% of the program's participants) received supplemental training : Early in 1988, for the sake of efficiency and because many tutors wanted the benefits of both types of meetings without attending different sessions, the "mini workshops" and tutor meetings were combined and "mini workshops" were restructured : now, the first half of these workshops deals with literacy issues and tutor problems; the second half provides supplemental training and information about related instructional materials. Eight "mini workshops" that were held during the FY covered by this grant.

5.) TO continue matching students with tutors or referring them to other appropriate programs in Adams County; and TO continue to follow up on, and monitor the progress of, student/tutor matches.

(a.) BY matching with tutors, or referring to other appropriate agencies when needs cannot be met within the scope of the ACPL Literacy Program, 90% of all initial student referrals.

ACCOMPLISHMENT:

Of the approximately 144 prospective students who initially contacted the ACPL Literacy Program during the timeframe of this grant, 97 (67%) were matched with tutors or referred to another program. The 90% objective was overly optimistic and did not take into account the fact that some prospective students would decide that they were not interested in the program after having made initial contact.

(b.) BY involving 50% of ACPL trained tutors in active tutoring for a period of at least 4 months.

ACCOMPLISHMENT:

At the end of this grant period, the ACPL Literacy Program had 82 active tutors :

- of the 67 tutors trained during the period of this grant, 44 (66%) were still active participants;
- 22% of those tutors trained in 1988 were still active
- 16% of those trained in 1987, and 24% of those trained in 1986, were still participating in the program

(c.) BY monitoring student/tutor matches, resolving problems amd making reassignments and referrals, as appropriate.

ACCOMPLISHMENT:

The Literacy Program Coordinator is responsible for evaluating student needs and tutor skills, matching students with tutors or making referrals to other programs, and for evaluating matches. He also tracks the progress of each student/teacher team and follows up on special needs, problems, and so forth, in order to assure that matches are working and that students are progressing toward their individual goals. He does this by keeping written records and statistics and by personal contact with tutors and/or students via phone, one-on-one meetings or mini-workshops.

6.) TO continue to provide library space, and to seek other meeting space within the community, for tutor/student teams.

(a.) BY using the limited space available in ACPL branches (only one meeting room is available at each branch and only one branch has private study areas) effectively.

ACCOMPLISHMENT:

24 tutor/student teams are meeting regularly in following ACPL facilities :

Brighton Branch
575 South 8th
Brighton, Colorado 80601

Commerce City Branch
7185 Monaco
Commerce City, Colorado 80022

Thornton Branch
8992 North Washington
Thornton, Colorado 80229

Perl Mack Branch
7611 Hilltop Circle
Denver, Colorado 80221

Northglenn Branch
10530 North Huron
Northglenn, Colorado 80234

b.) BY taking an inventory of other available space (schools, banks, recreation centers, ACPL agencies, Adams County Coalition member facilities) and finding meeting locations to accommodate all student/tutor teams.

ACCOMPLISHMENT:

58 student/tutor teams are meeting in these non-ACPL facilities :

Northglenn High School
601 West 100th Place
Northglenn, Colorado 80234

School District #50
Career Enrichment Center
7300 Lowell
Westminster, Colorado 80030

Westminster Public Library
3031 West 76th Avenue
Westminster, Colroado 80030

Thornton High School
9351 North Washington
Thornton, Colorado 80229

Our Lady Mother of the Church
Catholic Church
6690 East 72nd Avenue
Commerce City, Colorado 80022

School District #14
Kemp Elementary School
6775 Oneida
Commerce City, Colorado 80022

(c.) BY scheduling teams in accordance with available space and student/tutor needs.

ACCOMPLISHMENT:

New meeting space is arranged to meet the needs of the program. Scheduling is done in advance so that literacy teams can concentrate on tutoring and not have to deal with logistical problems.

7.) IO provide literacy teaching materials in a variety of formats for both students and tutors; IO expand branch collections of circulating materials, both print and multi-media, for adult new readers.

(a.) BY increasing core collections of professional literature related to teaching adults and the illiterate (5 titles per branch).

ACCOMPLISHMENT:

Use of the exisiting professional collection and of available resources which are not already a part of that collection, as well as current and anticipated needs for more materials in this collection, were analyzed. It was determined that the present collection is adequate and that resources should be directed toward increasing the number of materials available for student use.

(b.) BY providing adequate teaching materials for long-term loans to tutors at all levels of the program (30 manuals each, for reading levels 1 and 2; 25 each, for levels 3 and 4, to supplement and replace existing materials).

ACCOMPLISHMENT:

5 teacher manuals (both basic reading and phonics) were purchased for each of reading levels 1 - 4 : The number and condition of exisiting materials, as well as current and anticipated needs for such materials, were analyzed and purchases were made accordingly.

(c.) BY providing elementary level teaching materials in basic subject areas such as spelling, writing and arithmetic (20 - 25 titles per branch).

ACCOMPLISHMENT:

One new title - a dictionary - was added to branch collections : The number and condition of exisiting materials, as well as current and anticipated needs for such materials, were analyzed and purchases were made accordingly.

(d.) BY providing student workbooks (these are not reusable) for current and future students (50 each, for reading levels 1 and 2; 25 each, for levels 3 and 4).

ACCOMPLISHMENT:

10 - 15 workbooks (basic reading and phonics) were purchased for each of reading levels 1 - 4; 100 additional workbooks were purchased for math, dictionary skills and cursive writing : The number and condition of exisiting materials, as well as current and anticipated needs for such materials, were analyzed and purchases were made accordingly.

(e.) BY providing literacy software for student/tutor team use and for student self-instruction (6-10 software packages for each of 2 Apple IIes, on subjects such as reading, grammar, spelling and arithmetic).

ACCOMPLISHMENT:

60 software packages aimed at the development of a variety of skills, including math, reading, spelling, grammar, geography, history and dictionary and map use, were purchased.

(f.) BY increasing branch collections of circulating books for adult new readers by at least 10%.

ACCOMPLISHMENT:

32 new titles were added to the circulating collection of non-instructional books for adult new readers at each branch - an 11%

increase in the number of available titles. In addition, subscriptions to News for You, New Reader Press's weekly newspaper, were continued at each branch.

g.) BY adding read-along/audio cassette sets designed for adult new readers to circulating branch collections.

ACCOMPLISHMENT:

9 adult book/cassette sets were added to each branch collection in 1989. Three more video cassettes on basic math skills were added to the ACPL collection.

(h.) BY providing tutor manuals and student workbooks to the Adams County Detention Center, as needed, for use with inmates (2 teacher manuals and 5 student workbooks, each, levels 1-4).

ACCOMPLISHMENT:

Print materials were supplied as needed.

8.) TO share and disseminate information about literacy programs in Adams County and about the ACPL Literacy Program and ACPL literacy collections.
AND
9.) TO encourage cooperative efforts among Adams County agencies in combatting illiteracy in Adams County.
(a.) BY continuing participation in, and the coordination of, the Adams County Literacy Coalition.

ACCOMPLISHMENT:

As other local coalitions have grown, they have broadened the scope of, and increased the resources available for, literacy program planning. The Literacy Program Coordinator is a member of Denver PLUS - a metro area coalition/network composed of the coordinators of various literacy programs, of the local affiliates of PBS and ABC and

of the Colorado Division of Employment and Training, as well as a lobbyist who works with the Colorado State Legislature - and the Colorado Literacy Assistance Center - the agency which coordinates the Colorado Literacy Hotline and statewide referral network. Since most of the Adams County Literacy Coalition members are part of Denver PLUS; and since most of the members of the Adams County Coalition are in regular telephone contact with each other to solve problems and make referrals, the Adams County Coalition was phased out in 1988. The entire PLUS organization meets quarterly, and the Literacy Program Coordinator is a member of the Service Providers Committee, which meets monthly.

(b.) BY providing press releases and PSAs to the media, including information about the ACPL Literacy Program in the ACPL newsletter, and preparing and distributing flyers and posters.

ACCOMPLISHMENT:

During the timeframe of this grant, the following informational materials were prepared, presented and/or distributed:

1.) flyers giving brief and general information about the ACPL Literacy Program and contact information
2.) "READ" cards, sponsored by IBM, which provide the Colorado Literacy Hotline phone number
3.) articles in the ACPL newsletter providing information about the ACPL Literacy Program; and articles in several local papers giving basic information about the program from the perspective of participants
4.) branch literacy posters, which are updated regularly with information about upcoming tutor training sessions
5.) information on community bulletin boards on local cable stations

6.) an interview on a local radio program

7.) a one-half hour special for a local cable network which was aired 8 times during October, 1989

(c.) BY providing bibliographies and information about ACPL adult literacy holdings to the public and to other agencies.

ACCOMPLISHMENT:

Literacy holdings bibliographies (by author/title, by subject and by reading level) are produced and distributed to ACPL branches, to tutors and to other agencies and adult education programs twice a year and immediately after the acquisition of a substantial number of new titles.

d.) BY familiarizing ACPL staff with the content and use of the various materials in the ACPL literacy collections through group and one-on-one training sessions and by keeping the branch "literacy coordinator" informed.

ACCOMPLISHMENT:

The Literacy Program Coordinator is responsible for keeping ACPL staff up-to-date on Literacy Program activities and on the addition of literacy materials. We have been remiss in providing organized training to staff in the use of literacy materials and have relied on announcements at staff meetings, memos, and staff's preusing materials as they are incorporated into branch collections to keep staff apprised of new literacy materials.

(e.) BY assisting the Adams County Detention Center with the recruitment and training of tutors.

ACCOMPLISHMENT:

Tutors who live in the vicinity of the Detention Center are informed about tutoring opportunities and the need for tutors at the

Center. The ACPL Literacy Program provides training for tutors who contact the Detention Center directly. In addition, the ACLP provided teacher manuals and student workbooks to the Detention Center, as needed.

.....

OTHER ACTIVITIES during grant period :

1.) One awards ceremony, honoring participants in the ACPL Literacy Program, was held. 35 program participants attended. Both students and tutors were presented with certificates of appreciation and accomplishment. The party was held at, and refreshments were donated by, a local business:

The Beach Grill
5551 West 88th Avenue
Westminster, Colorado 80030

2.) The Literacy Program Coordinator attended the regional Adult Literacy Conference in March, 1989.

3.) The Literacy Program Coordinator participated in a Literacy Rally at the state Capitol. Guest speakers were prominent political and community persons.

4.) An Apple II GS, which was purchased for use in the ACPL Literacy Program with funds from Grant #G008715159, was stolen in early 1989. Approval was obtained to purchase replacement equipment with funds from this grant.

Appendix A

EXPENDITURES COMPARISON - PROPOSED vs. ACTUAL

CATEGORY		PROPOSED	ACTUAL	
(a) Personnel:				
Literacy Program Assistant - 20 hours per week @ $8.13 X 52		=$ 8,451.00	$ 6,122.65	(salary @ $7.89
	TOTAL	$ 8,451.00	$ 6,122.65	per hour)
(b) Fringe Benefits:				
FICA		= 635.00	459.80	
Workers' Compensation		= 211.00	154.00	
Disability		= 59.00	-0-	
		$ 905.00	$ 613.80	
(c) Travel:				
Mileage @ 20¢		= -0-	186.88	
		$ -0-	$ 186.88	
(d) Equipment:				
Apple IIGS RGB Professional System (CPU, 3.5 disk drive, 5.25 disk drive, RGB monitor IIGS memory expansion card, mouse)		= -0-	1,629.00	
Printer (Epson LX 810)		= -0-	215.00	
Printer Cable		= -0-	15.00	
Printer Interface		= -0-	60.00	
	TOTAL	$ -0-	$ 1,919.00	
(e) Supplies:				
Office Supplies		= 100.00	109.35	
	TOTAL	$ 100.00	$ 109.35	
(g) Library Materials:				
Laubach print materials			= 1,587.97	
Reading Skills, Levels 1-4 170 student workbooks @$3.52		= 601.00	(10 newspaper subscriptions, 150 student workbooks, 45 teacher manuals, 238 items - general reading items)	
118 teacher manuals @$4.16		= 491.00		
Phonics, Levels 1-4, 5 sets @$40.50		= 203.00		
Subject areas (arithmetic, spelling, grammar/usage, comprehension) 25 titles x 6 copies @$4.75		= 713.00		
Adult New Reader branch circulating collections (fiction/non-fiction) 20 titles x 6 copies @$3.60		= 432.00		
Professional 5 titles x 6 copies @$15.00		= 450.00	= -0-	

Appendix A
(cont'd.)

EXPENDITURES COMPARISON - PROPOSED vs. ACTUAL

CATEGORY		PROPOSED	ACTUAL
(g) Library Materials, cont'd.			
Software (arithmetic, grammar/usage, spelling, reading skills) 10 disks x 2 copies @$62.50		= 1,250.00	= 2,449.79 (60 items)
Audio cassette sets 20 titles x 6 copies @$10.00		= 1,200.00	= 602.40 (42 items)
Video cassettes		= -0-	= 224.85 (3 items)
	TOTAL	$ 5,340.00	$ 4,865.01
(h) Other			
Special events		= -0-	= 41.00
Postage		= -0-	= 10.50
	TOTAL	$ -0-	$ 51.50
*** GRAND TOTAL		$ 14,796.00	$ 13,868.00 ***

Unexpended funds = $ 928.00

Balance of funds unexpended is from Literacy Program Coordinator salary/benefits. The following items were budgeted into proposed expenditures and were either not granted to county employees or were not extended to parttime employees : a 3% COL raise, disability benefits and paid vacation.

Appendix B

ACLS LITERACY PROGRAM STATISTICS

	1986 (Jan. - Dec.)	1987 (Jan. - Sept.)	1988 (Oct.'87 - Sept.)	1989 (Oct.'88 - Sept.)
WORKSHOPS/MEETINGS				
Basic Training	6	6	10	10
Mini Workshops	7	7	6	8
All Tutor Meetings	-0-	1	-0-	-0-
Recognition/Awards Ceremonies	1	2	1	1
ANNUAL TOTAL	14	16	17	19
TUTORS TRAINED				
ANNUAL TOTAL	91	43	68	67
CUMULATIVE TOTALS	91	134	202	269
*As of 1/87				
Still active : 78	78 - 86%	n/a	n/a	n/a
- as tutors (58)	(58)			
** - other capacities (6)	(6)			
- waiting (14)	(14)			
Dropped : 13	13 - 14%	n/a	n/a	n/a
- to go back to school (6)	(6)			
- moved (0)	(0)			
- personal reasons (7)	(7)			
As of 9/87				
Still active : 79	42 - 46%	37 - 86%	n/a	n/a
- as tutors (52)	(32)	(20)		
- other capacities (5)	(2)	(3)		
- waiting (22)	(8)	(14)		
Dropped : 55	49 - 54%	6 - 14%	n/a	n/a
- to go back to school (10)	(6)	(4)		
- moved (3)	(2)	(1)		
- personal reasons (42)	(41)	(1)		
As of 10/88				
Still active : 81	20 - 22%	14 - 33%	47 - 69%	n/a
- as tutors (69)	(17)	(12)	(40)	
- other capacities (0)	(0)	(0)	(0)	
- waiting (12)	(3)	(2)	(7)	
Dropped : 121	71 - 78%	29 - 67%	21 - 31%	n/a
- to go back to school (11)	(6)	(4)	(1)	
- moved (6)	(2)	(1)	(3)	
- personal reasons (104)	(63)	(24)	(17)	
As of 10/89				
Still active : 88	22 - 24%	7 - 16%	15 - 22%	44 - 66%
- as tutors (82)	(22)	(7)	(15)	(38)
- other capacities (0)	(0)	(0)	(0)	(0)
- waiting (6)	(0)	(0)	(0)	(6)
Dropped : 181	69 - 76%	36 - 84%	53 - 78%	23 - 34%
- to go back to school (11)	(6)	(4)	(1)	(0)
- moved (8)	(2)	(1)	(3)	(2)
- personal reasons (162)	(61)	(31)	(49)	(21)

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Appendix B
(cont'd.)

ACLS LITERACY PROGRAM STATISTICS

	1986 (Jan. - Dec.)	1987 (Jan. - Sept.)	1988 (Oct.'87 - Sept.)	1989 (Oct.'88 - Sept.)
STUDENTS				
ANNUAL TOTAL	98	52	84	82
CUMULATIVE TOTALS	98	150	234	316
*As of 1/87				
Still active : 58	58 - 59%	n/a	n/a	n/a
Dropped : 40	40 - 41%	n/a	n/a	n/a
- met goals (16)	(16)			
- moved into a higher program (15)	(15)			
- personal reasons (9)	(9)			
As of 9/87				
Still active : 55	32 - 33%	23 - 44%	n/a	n/a
Dropped : 95	66 - 67%	29 - 56%	n/a	n/a
- met goals (35)	(28)	(7)		
- moved into a higher program (29)	(17)	(12)		
- personal reasons (31)	(21)	(10)		
As of 10/88				
Still active : 69	22 - 22%	19 - 37%	28 - 33%	n/a
Dropped : 165	76 - 78%	33 - 63%	56 - 67%	n/a
- met goals (49)	(31)	(8)	(10)	
- moved into a higher program (31)	(17)	(12)	(2)	
- personal reasons (85)	(28)	(13)	(44)	
As of 10/89				
Still active : 82	7 - 7%	14 - 27%	17 - 20%	44 - 54%
Dropped : 234	91 - 93%	38 - 73%	67 - 80%	38 - 46%
- met goals (58)	(31)	(8)	(10)	(9)
- moved into a higher program (35)	(17)	(12)	(2)	(4)
- personal reasons (141)	(43)	(18)	(55)	(25)
ESTIMATED VOLUNTEER HOURS				
ANNUAL TOTAL	2,397	8,892	12,558	

Of the students who were participants during the time period of this grant :
- 20 (24%) progressed 1 reading grade level
- 9 (11%) progressed 2 reading grade levels
- 5 (6%) progressed 3 reading grade levels

* CUMULATIVE TOTALS :

1.) Figures in the first column are cumulative for all tutors trained or students enrolled, as of the date indicated.

2.) Statistics in the year columns track the status of the total number of tutors trained or students enrolled, as per the ANNUAL TOTAL, for each year and time period indicated.

** Other capacities = helping with phoning, clerical tasks and tutor training sessions; manning the Colorado Literacy Hotline, etc.